

BOARD OF PUBLIC WORKS

July 27, 2005

A regular meeting of the Board of Public Works of the Consolidated City of Indianapolis, Marion County, Indiana, was held the 27th day of July 2005, in the Public Assembly Room in the City County Building. Chair James Garrard called the meeting to order at 1:00 p.m.

Board members in attendance were: James Garrard Lisa Hayes
Kip Tew Roger Brown

Absent Gregory Taylor
Alfred Finnell
Susan Schalk

Staff in attendance were: Matt Senseny Evelyn Thompson Maryam Williams
Jeff Sirmin Pat Carroll DeAnn Milliken
George Krack Gary Taylor Steven O'Hare
Sandy Shafer John Morgan Rick Brost
Jim Crute Ron Davis Maurice Geisendorff
Mike Smith Carlton Ray Jeff Simnick
Michael Rogers Lauren Toppen Shawn Brock
Kumar Menon Alison Gritton Larry Jones
Robert Ransom Mona Salem Sherry Longerich-Owens

ITEM # 1 – RESOLUTIONS

- a. Resolution No. 57, 2005; Petition for Modification of the Right of Way of Prange Legal Drain Autum Creek

Staff recommended that the Board of Public Works approve and adopt Resolution No. 57, 2005, granting modification of the right of way of the Prange Legal Drain. The petitioner has requested modification of the right of way of the Prange Legal Drain in order to construct a portion of future street and five residential lots and maintain continues operation of the regulated drain. Upon a motion by Mr. Tew, seconded by Mr. Brown, the Board voted 4-0 to approve and adopt Board Resolution No. 57, 2005.

- b. Resolution No. 58, 2005; Petition for Encroachment of the Wiese Ditch

Staff recommended that the Board of Public Works approve and adopt Resolution No. 58, 2005, granting an encroachment into the right of way of the Wiese Ditch Regulated Drain. The petitioner has requested an encroachment on the right of way of Wiese Ditch Regulated Drain in order to construct an irrigation pond. Upon a motion by Mr. Brown, seconded by Mr. Tew, the Board voted 4-0 to approve and adopt Board Resolution No. 58, 2005.

- c. Resolution No. 59, 2005; Petition of the Encroachment of the Raybourn Ditch Shilling

Staff recommended that the Board of Public Works approve and adopt Resolution No. 59, 2005, granting an encroachment into the right of way of the Raybourn Ditch-shilling Regulated Drain. The petitioner has requested an encroachment of the right of way of Raybourn Ditch Shilling Regulated Drain in order to clean and regrade the ditch to install pond outfall and a culvert assess drive, which

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would extend the Southport Road culvert. Upon a motion by Ms. Hayes, seconded by Mr. Tew, the Board voted 4-0 to approve and adopt Board Resolution No. 59, 2005.

d. Resolution No. 60, 2005; USA Gymnastics World Record Attempt

Staff recommended that the Board of Public Works approve and adopt Resolution No. 60, 2005, for the waiver of parking meter fees for the USA Gymnastics World Record Attempt event. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve and adopt Board Resolution No. 60, 2005.

e. Resolution No. 61, 2005; Ice Cream Social

Staff recommended that the Board of Public Works approve and adopt Resolution No. 61, 2005, for the waiver of parking meter fees for the Ice Cream Social event. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve and adopt Board Resolution No. 61, 2005.

f. Resolution No. 62, 2005; Music Heritage Festival

Staff recommended that the Board of Public Works approve and adopt Resolution No. 62, 2005, for the waiver of parking meter fees for the Music Heritage Festival event. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve and adopt Board Resolution No. 62, 2005.

g. Resolution No. 63, 2005; Tennis at the Market

Staff recommended that the Board of Public Works approve and adopt Resolution No. 63, 2005, for the waiver of parking meter fees for the Tennis at the Market event. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve and adopt Board Resolution No. 63, 2005.

h. Resolution No. 64, 2005; RCA Tennis Championships

Staff recommended that the Board of Public Works approve and adopt Resolution No. 64, 2005, for the waiver of parking meter fees for the RCA Tennis Championships event. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve and adopt Board Resolution No. 64, 2005.

i. Resolution No. 65, 2005; National Night Out Award and Kickoff

Staff recommended that the Board of Public Works approve and adopt Resolution No. 65, 2005, for the waiver of parking meter fees for the National Night Out Award and Kickoff event. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve and adopt Board Resolution No. 65, 2005.

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- j. Resolution No. 66, 2005; Solid Waste Collection, Disposal and Subscription Curbside Recycling Services

Staff recommended that the Board of Public Works approve Resolution No. 66, 2005, approving negotiation as the method used to procure the Solid Waste Collection, Disposal and Subscription Curbside Recycling Services Agreements with Waste Management of Indiana, LLC, and Republic Services of Indiana. This is for a ten-year term for districts 1,2,3,4,6,9, and 10. The ten-year term for all districts shall be from August 1, 2005 through July 31, 2015. Waste Management of Indiana, LLC will service district 1 and Republic Services of Indiana will service Districts 2,3,4,6,9 and 10. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve and adopt Board Resolution No. 66, 2005.

ITEM # 2 – COMPLETION AND COMPLIANCE AFFIDAVITS FOR THE RESIDENTIAL DEVELOPMENT

- a. Completion and Compliance Affidavit for the Residential Development for the Bradford Trace Sections 5 and 6 Sub-Division

Staff recommended that the Board of Public Works accept the reports and documents for street construction, Bradford Trace Sections 5 and 6 Sub-Division, into the City of Indianapolis' inventory of maintenance responsibility. The contractor or developers' three-year maintenance bond (s) covering the phases of street construction has been with the Department of Metropolitan Development. Upon a motion by Mr. Tew, seconded by Mr. Brown, the Board voted 4-0 to accept the Completion and Compliance Affidavit for the Residential Development of the Bradford Trace Sections 5 and 6 Sub-Division.

- b. Completion and Compliance Affidavit for the Residential Development for Wildcat Run Section 11 Sub-Division

Staff recommended that the Board of Public Works accept the reports and documents for street construction, Wildcat Run Section 11 Sub-Division, into the City of Indianapolis' inventory of maintenance responsibility. The contractor or developers' three-year maintenance bond (s) covering the phases of street construction has been with the Department of Metropolitan Development. Upon a motion by Mr. Tew, seconded by Mr. Brown, the Board voted 4-0 to accept the Completion and Compliance Affidavit for the Residential Development of the Wildcat Run Section 11 Sub-Division.

- c. Completion and Compliance Affidavit for the Residential Development for the Glen Ridge Commons Section 2 Sub-Division

Staff recommended that the Board of Public Works accept the reports and documents for street construction, Glen Ridge Commons Section 2 Sub-Division, into the City of Indianapolis' inventory of maintenance responsibility. The contractor or developers' three-year maintenance bond (s) covering the phases of street construction has been with the Department of Metropolitan Development. Upon a motion by Mr. Tew, seconded by Mr. Brown, the Board voted 4-0 to accept the

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Completion and Compliance Affidavit for the Residential Development of the Glen Ridge Commons Section 2 Sub-Division.

- d. Completion and Compliance Affidavit for the Residential Development for the Crooked Creek Villages East Sections 1, 2 and 3 Sub-Division.

Staff recommended that the Board of Public Works accept the reports and documents for street construction, Crooked Creek Villages East Sections 1, 2 and 3 Sub-Division, into the City of Indianapolis' inventory of maintenance responsibility. The contractor or developers' three-year maintenance bond (s) covering the phases of street construction has been with the Department of Metropolitan Development. Upon a motion by Mr. Tew, seconded by Mr. Brown, the Board voted 4-0 to accept the Completion and Compliance Affidavit for the Residential Development of the Crooked Creek Villages East Sections 1, 2 and 3 Sub-Division.

- e. Completion and Compliance Affidavit for the Residential Development for the Tealpoint Sections 1 & 2 Sub-Division

Staff recommended that the Board of Public Works accept the reports and documents for street construction, Tealpoint Sections 1 & 2 Sub-Division, into the City of Indianapolis' inventory of maintenance responsibility. The contractor or developers' three-year maintenance bond (s) covering the phases of street construction has been with the Department of Metropolitan Development. Upon a motion by Mr. Tew, seconded by Mr. Brown, the Board voted 4-0 to accept the Completion and Compliance Affidavit for the Residential Development of the Tealpoint Sections 1 & 2 Sub-Division.

ITEM # 3 – BID AWARDS

- a. CW-05-001; Indy Access Curbs, Sidewalks, Ramps and Resurfacing in Center Township
\$674,007.17 – CC & T Construction Company

Staff recommended that the Board of Public Works find that the bid of New Beginnings is non-responsive, and award Project No. CW-05-001, Indy Access Curbs, Sidewalks, Ramps and Resurfacing with Related Items in Center Township to CC & T Construction in an amount not to exceed \$674,007.17 on the basis that it is the lowest responsive and responsible bidder. The Engineer's Estimate for construction of this project is \$749,426.06 and the percentage between the low bid and the Engineer's Estimated is 11.19%. This project consists of Indy access curbs, sidewalks, ramps and resurfacing in Center Township. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve the Indy Access Curbs, Sidewalks, Ramps and Resurfacing in Center Township. Mr. McQueen, President of New Beginnings stated that although the Board made a motion, his company made a good faith effort to obtain MBE and WBE participation, even though his company is a minority firm.

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- b. RS-05-004; Resurfacing with Related Items in Pike and Wayne Townships
\$226,180.00 – Milestone Contractors, L. P.

Staff recommended that the Board of Public Works find that the bid of Calumet Asphalt Paving Co, Inc., is non-responsive and award Project No. RS-05-004, Resurfacing with Related Items in Pike and Wayne Township to Milestone Contractors L.P. in an amount not to exceed \$226,180.00 on the basis that it is the lowest responsive and responsible bidder. The engineer's estimate for construction of this project is \$227,716.21 and the percentage between the low bid and the engineer's estimate is .67%. This project consists of resurfacing, curb, sidewalk and ramp replacement in Pike and Wayne Townships. Upon a motion by Mr. Tew, seconded by Mr. Brown, the Board voted 4-0 to approve the Resurfacing with Related Items in Pike and Wayne Townships.

- c. RS-05-005; Resurfacing with Related Items in Center Township
\$428,949.20 – Milestone Contractors, L. P

Staff recommended that the Board of Public Works find that the bid of Calumet Asphalt Paving Co, Inc., is non-responsive and award Project No. RS-05-005, Resurfacing with Related Items in Center Township to Milestone Contractors, L.P. in an amount not to exceed \$428,949.20 on the basis that it is the lowest responsive and responsible bidder. The Engineer's Estimate for construction of this project is \$387,597.50 and the percentage between the low bid and the Engineer's Estimate is 10.67%. This project consists of resurfacing, curb, sidewalks and ramps in Center Township. Upon a motion by Ms. Hayes, seconded by Mr. Brown, the Board voted 4-0 to approve the Resurfacing with Related Items in Center Township.

- d. CW-05-002; Indy Access Curbs, Sidewalks, Ramps and Resurfacing with Related Items in Warren, Washington and Wayne Townships
\$822,238.45 – CC & T Construction

Staff recommended that the Board of Public Works find that the bid of Millstone, Inc., is non-responsive and award Project No. CW-05-002, Indy Access Curbs, Sidewalks, Ramps and Resurfacing with Related Items in Warren, Washington and Wayne Townships to CC & T Construction in an amount not to exceed \$822,238.45 on the basis that it is the lowest responsive and responsible bidder. The engineer's estimate for construction of this project is \$935,628.00 and the percentage between the low bid and the engineer's estimate is 13.79%. This project consists of Indy Access Curbs, Sidewalks, Ramps and Resurfacing in Warren, Washington and Wayne Townships. Upon a motion by Mr. Brown, seconded by Mr. Tew, the Board voted 4-0 to approve the Indy Access Curbs, Sidewalks, Ramps and Resurfacing with Related Items in Warren, Washington and Wayne Townships.

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ITEM # 4 – CHANGE ORDERS

- a. RS-05-009, #1; Resurfacing with Related Items in Lawrence Township
\$54,955.00 – Calumet Asphalt Paving Company

Staff recommended that the Board of Public Works approve and authorize the Director to execute Change Order No. 1 for Calumet Asphalt Paving Company in the increased amount of \$54,955.00 for a new contract total of \$506,402.60 and no increase of calendar days for Project No. RS-05-009, Resurfacing with Related Items in Lawrence Township. This change order includes the addition of two inlets along 89th and Hague Road, eliminate standing water in the public right of way, underdrain along Oaklandon Road, eliminate standing water in the pavement, additional sidewalk repairs and repair broken curbs on Ashurst Road and Scarborough Court. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve the Resurfacing with Related Items in Lawrence Township.

- b. CS-31-002A, #1; Consolidation of CSO 34 and 35 Division A, Upper Section
\$0.00 – Walsh Construction Company of Illinois

Staff recommended that the Board of Public Works approve and authorize the Director to execute Change Order No. 1 for Walsh Construction in the unchanged contract total of \$3,676,000.00 and an increase of 14 calendar days for Project No. CS-31-002A, Consolidation of CSO 034 and 035 Division A, Upper Section. This change order revises the original phase 3 that required an additional 10' diameter manhole in place of a manufacture bend. Upon a motion by Mr. Tew, seconded by Mr. Brown, the Board voted 4-0 to approve the Consolidation of CSO 34 and 35 Division A, Upper Section.

- c. WT-40-001, #2; Plantwide Effluent Filter Rehabilitation
\$0.00 – Reynolds, Inc

Staff recommended that the Board of Public Works approve and authorize the Director to execute Change Order No. 2 for Reynolds in the unchanged contract amount of \$7,168,806.20 and a increase of 203 calendar days for Project No. WT-40-001, Plantwide Effluent Filter Rehabilitation. Upon a motion by Mr. Brown, seconded by Ms. Hayes, the Board voted 4-0 to approve the Plantwide Effluent Filter Rehabilitation.

- d. RS-05-001, #1; Resurfacing with Related Items in Pike and Washington Townships
\$33,207.28 – Milestone Contractors, L.P.

Staff recommended that the Board of Public Works approve and authorize the Director to executed Change Order No. 1 for Milestone Contractors, L.P. in the increased amount of \$33,207.28 for a new contract total of \$1,030,207.28 and an increase of 10 calendar days for Project No. RS-05-001, Resurfacing with Related Items in Center Township. This change order will add two omitted items to this contract, remove and reset casting and a 6-foot diameter circle loop. Upon a motion by Ms. Hayes, seconded by Mr. Brown, the Board voted 4-0 to approve the Resurfacing with Related Items in Pike and Washington Townships.

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- e. RS-04-046, #4; Resurfacing with Related Items in Center Township
\$14,036.13 – Milestone Contractors, L.P

Staff recommended that the Board of Public Works approve and authorize the Director to execute Change Order No. 4 for Milestone Contractors, L. P. in the increased amount of \$14,036.13 for a new contract total of \$1,139,939.57 and an increase of 128 calendar days for Project No. RS-04-046, Resurfacing with Related Items in Center Township. This change order will add Capitol Avenue from New York Street to St. Clair Street. Mr. Tew asked whether or not staff was checking MBE/WBE goals when funds were increased on change orders. Mr. Ransom replied yes, that staff monitored all increase on a monthly basis. Upon a motion by Mr. Brown, seconded by Mr. Tew, the Board voted 4-0 to approve the Resurfacing with Related Items in Center Township.

ITEM # 5 – FINAL CHANGE ORDER AND ACCEPTANCES

RS-04-044, 2/FINAL; Resurfacing with Related Items in Lawrence Township
\$8,139.99 – Milestone Contractors, L.P.

Staff recommended that the Board of Public Works approve and authorize the Director to execute Change Order No. 2 (FINAL) for Milestone Contractors, L.P. in the increased amount of \$8,139.99 for a new contract total of \$591,673.50 and an increase of 105 calendar day for Project No. RS-04-044, Resurfacing with Related Items in Lawrence Township, and furthermore to accept this project as final. The change order adjusts planned quantities to reflect the as built quantities. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve the Resurfacing with Related Items in Lawrence Township.

ITEM # 6 – OTHER AGREEMENT

Solid Waste Collection, Disposal and Subscription Curbside Recycling Services
\$15,706,803.20 – Waste Management of Indiana LLC, District 1
\$134,766,783.80 – Republic Services, District 2,3,4,6,9 and 10

Staff recommended that the Board of Public Works approve and authorize the Director to execute the agreements for the Solid Waste Collection, Disposal and Subscription Curbside Recycling Services for a ten year term, beginning August 1, 2005 to Waste Management of Indiana, LLC for District 1 for a total amount not to exceed \$15,706,803.20 and Republic Services of Indiana for Districts 2,3,4,6,9 and 10 for a total amount not to exceed \$134,766,783.80. The City of Indianapolis which services 256,259 residential units, were broken down into twelve districts for the purpose of solid waste collection, disposal and subscription curbside recycling services. Mr. Tew asked about Curbside Recycling fees in other cities. Mr. Carroll replied that he was not certain about other fees, however he knew there was a mandatory curbside recycling fee for the residents in Speedway. Mr. Tew asked about citizens inquiring additional information about the Curbside Recycling Program. Mr. Carroll replied that citizens could call the Mayor's Action Center at 327 - 4622. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve the Solid Waste Collection, Disposal and Subscription Curbside Recycling Services.

ITEM # 7 – PROFESSIONAL SERVICE AGREEMENTS

- a. CS-19-002; CSO 103 Elimination Sewer and Manhole Rehabilitation
\$25,000.00 – Paul I. Cripe

Staff recommended that the Board of Public Works approve the Construction Inspection Service Agreement with Paul I. Cripe, Inc., for CS-19-002, CSO 103 Elimination project in the amount not to exceed \$25,000.00. The actual cost of the construction contract is \$418,317.00. This project consists of sewer and manhole rehabilitation in an area North of East 38th Street and East of Sherman Drive. Upon a motion by Ms. Hayes, seconded by Mr. Brown, the Board voted 4-0 to approve the CSO 103 Elimination Sewer and Manhole Rehabilitation.

- b. BL-10-063; 52nd/Buttonwood Barrett Law Sanitary Sewer Installation
\$49,000.00 – Paul I. Cripe

Staff recommended that the Board of Public Works approve the Construction Inspection Service Agreement for the part time inspection with Paul I. Cripe, Inc., for BL-10-063, 52nd/Buttonwood Barrett Law Sanitary Sewer Installation project in the amount not to exceed \$49,000.00. The engineer's estimate for construction is \$532,944.00. This project consists of sanitary sewer installation in the 52nd/Buttonwood area. Upon a motion by Mr. Brown, seconded by Mr. Tew, the Board voted 4-0 to approve the 52nd/Buttonwood Barrett Law Sanitary Sewer Installation.

- c. TS-00-016; Prospect Street English Avenue & Brookville Road Signal System
\$187,163.91 – Parsons Brinckerhoff Quade & Douglas, Inc

Staff recommended that the Board of Public Works approve the Construction Inspection Services Agreement with Parsons, Brinckerhoff Construction Services, Inc., for TS-00-016, Prospect, English and Brookville Signal System project in the amount not to exceed \$187,163.91. The actual bid price for construction is \$1,456,975.34. This project would upgrade twenty signalized intersections with new equipment and provide signal interconnect along Prospect Street, English Avenue and Brookville Road. New curb ramps will be installed at most of the intersections. Upon a motion by Mr. Brown, seconded by Ms. Hayes, the Board voted 4-0 to approve the Prospect Street English Avenue & Brookville Road Signal System.

ITEM # 8 - PROFESSIONAL SERVICE AMENDMENTS

- a. ST-36-021; Ameriplex Boulevard from Stanley Road to Decatur Boulevard, Amendment No. 1
\$17,759.88 – Farrar, Garvey & Associates, LLC

Staff recommended that the Board of Public Works approve Amendment No. 1 to the Professional Service Agreement dated March 25, 2004 with Farrar, Garvey & Associates, LLC for ST-36-021, Ameriplex Boulevard from Stanley Road to Decatur Boulevard in the increased amount of \$17,759.88 for an amount not to exceed \$259,326.02. This amendment would provide for additional construction inspection services. Upon a motion by Ms. Hayes, seconded by Mr. Brown, the Board voted 4-0 to approve the Ameriplex Boulevard from Stanley Road to Decatur Boulevard.

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- b. ENG-05-001; On-Call Inspection Engineering Service, Amendment No. 1
\$75,000.00 – Crawford, Murphy & Tilly, Inc

Staff recommended that the Board of Public Works approve Amendment No. 1 to the Professional Service Agreement dated April 18, 2005 with Crawford, Murphy & Tilly, Inc., for ENG-05-001, On-Call Inspection Engineering Service in the increased amount of \$75,000.00 for an amount not to exceed \$255,000.00. This amendment provides for additional professional services to be supplied by the engineer's. Upon a motion by Mr. Brown, seconded by Ms. Hayes, the Board voted 4-0 to approve the On-Call Inspection Engineering Service.

- c. ST-46-079; Stop 11 Road, Madison Avenue to Sherman Drive, Amendment No. 1
185,590.61 – Hanson Professional Services

Staff recommended that the Board of Public Works approve Amendment No. 1 to the Professional Services Agreement dated December 21, 2004 with Hanson Professional Services, Inc., for ST-46-079, Stop 11 Road, Madison Avenue to Sherman Drive project in the increased amount of \$185,590.61 for an amount not to exceed \$438,240.56. This amendment has been approved by INDOT for federal funding, 80% by FHWA and 20% by the Department of Public Works. Upon a motion by Mr. Tew, seconded by Ms. Hayes, the Board voted 4-0 to approve the Stop 11 Road, Madison Avenue to Sherman Drive.

- d. ENG-03-019; Traffic Signal Engineering, Timing, Analysis and Programming, Amendment No. 4
\$100,000.00 – DLZ Indiana, LLC

Staff recommended that the Board of Public Works approve Amendment No. 4 to the Professional Service Agreement dated April 9, 2003 with DLZ Indiana, Inc., for ENG-03-019, in the increase amount of \$100,000.00 for an amount not to exceed \$500,000.00. This contract amendment would allow staff to request traffic signal design and inspection, intersection analysis and traffic signal programming. Upon a motion by Ms. Hayes, seconded by Mr. Tew, the Board voted 4-0 to approve the Traffic Signal Engineering, Timing, Analysis and Programming.

- e. ST-16-057; West 30th Street and Lafayette Road, Amendment No. 1
\$18,810.00 – Bernardin Lochmueller & Associates, Inc

Staff recommended that the Board of Public Works approve Amendment No. 1 to the Professional Service Agreement dated May 12, 2004, with Bernardin Lochmueller and Associates, Inc., for ST-16-057, West 30th Street and Lafayette Road in the increased amount of \$18,810.0 for an amount not to exceed \$181,383.00. This supplemental agreement provides compensation for construction inspection services from eight to fourteen months. Upon a motion by Mr. Tew, seconded by Mr. Brown, the Board voted 4-0 to approve the West 30th Street and Lafayette Road Project.

***PUBLIC INPUT**

Glen Platt, former state and federal environmental regulator, gave a brief discussion on septic systems. He stated that deteriorating septic systems were causing serious problems in Marion County and throughout the state, and urged the Board to move the City forward in a radical program. He

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stated that the streams in the neighborhoods were in violation of federal water quality standards, and that citizen suits could be filed to force action from the City to address these issues. Finally, he encouraged staff to do what ever they could to move this along.

ITEM # 9 OTHER BUSINESS

Margie Smith-Simmons, Public Information Officer stated that the Department of Public Works (DPW) kicked off the Latino Initiative Outreach Program. She stated that the goals were to have quarterly cleanups, distribute Spanish-language materials and educate the Latino community. She stated that DPW will be working with neighborhoods and business leaders in an effort to further develop and sustain connections in the Latino community.

There being no further business the meeting of the Board of Public Works was adjourned at 2:42 p.m.

James A. Garrard, Chair

Kimberly A. Frye, Recording Secretary